

**Camden County Board of Commissioners**

**Regular Meeting and  
Joint Meeting with Board of Education**

**January 7, 2008**

**8:00 A.M.**

**Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on Monday, January 7, 2007 at 8:00 a.m. in the Historic Courtroom, Camden, North Carolina. The following members were present:

Chairman Jeffrey B. Jennings  
Vice Chairman Philip Faison  
Commissioners Melvin J. Jeralds and Sandy Duckwall

Commissioner Mike Andrews was absent.

Also attending was County Manager Randell Woodruff, Clerk to the Board Ava Gurganus, and County Attorney John S. Morrison.

Chairman Jeffrey Jennings called the meeting to order, gave the invocation and led the Pledge of Allegiance.

**Public Comments**

Chairman Jeffrey Jennings called for any comments from the public.

Hearing no comments, Chairman Jeffrey Jennings proceeded with the meeting.

**Consideration of Agenda**

Chairman Jeffrey Jennings added the following to the agenda: *Item 3. Consent Agenda, N. Set Public Hearing – FY2005 Community Development Block Grant Scattered Site Housing Program; Item 6. New Business, G. Lease Agreement for Firearms Range; Item 6. New Business, H. Green/Perry Farm Use Exemption Request; and Item 6. New Business, I. Memorandum of Understanding between Camden County Parks & Recreation Department and Camden County Schools.*

Commissioner Melvin Jeralds asked that *Item 6. New Business, J. Discussion of UDO Article 151.010 Fees* and *Item 6. New Business, K. Discussion of UDO Article 151.230 Subdivisions* be added to the agenda.

Commissioner Sandy Duckwall made a motion to approve the agenda as amended. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

**PRESENTATION: Wayne Harris – Director AEDC**

Mr. Harris stated that the most important issue for economic development is infrastructure and gave an update on what is happening in the area; in particular, how AEDC has been trying to work with Camden for economic development. There are national listings of properties in this area on the website. Camden County property has been in the top two (2) listings on that site in terms of what really needs to happen. Camden is moving in the right direction. Given the resources, Camden has done a very good job of pulling in state resources to help develop that infrastructure. Mr. Harris stated he is working with the Economic Development Ad Hoc Committee; will work with the Camden staff to assure that Camden get all the help at the state level to get

infrastructure in place; and he thinks that there is a good partnership between AEDC and Camden County.

Commissioner Sandy Duckwall stated that Camden has currently come on line with sewer services with the schools and Camden is very close to having infrastructure. Commissioner Sandy Duckwall asked Mr. Harris if he felt that as soon as the infrastructure is in place, that there would be a very good possibility that Camden would attract businesses.

Mr. Harris replied yes, because the location is a very strategic, attractive location, half way between the Outer Banks and Virginia, but most of the distributors need water and sewer, which is the key for economic recruitment.

Commissioner Sandy Duckwall asked Mr. Harris, that once the infrastructure is in place, what can AEDC do to advertise that the infrastructure is in place.

Mr. Harris stated most of the advertising is targeted to economic development professionals; real estate professionals here and Hampton Roads; sent email newsletter to 700 people and other developers around the country who may be interested in this area. Generally, his experience is that print advertising in economic development publication is not good, not effective, but because Camden is close to the Hampton Roads market, it is effective to advertise in VA Pilot, Hampton Roads Source Book and other publications.

**Consent Agenda**

Commissioner Melvin Jeralds made a motion to approve the consent agenda as amended. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

**• Consent Agenda**

- December 3, 2007 Regular Meeting Minutes** subject to correction of technical and typographical errors.
- Tax Releases, Pick Ups & Refunds**

<u>Name</u>	<u>Amount</u>	<u>Type</u>	<u>Reason</u>	<u>No.</u>
James Marshall Jr.	\$676.03	Release	Split into Lots	9635
Gary Strickland	\$197.46	Release	Listed in Wrong Co.	9558
Gary Strickland	\$121.79	Release	Listed in Wrong Co.	9556
Gary & Sharon Meiggs	\$243.35	Release	Deed Correction	9657
James LeLong	\$102.76	Pick Up	Late Listing	9665
R.E. Perry	\$124.74	Pick Up	Late Listing	9668
Lynn & Rodney Bunch	\$243.35	Pick Up	Deed Correction	9659
Cosby & Mary Baker	\$100.50	Pick Up	Late Listing	9689
Faith McGuire	\$141.29	Pick Up	Discovery	9757
	141.29	Adjustment		
Keith Dennis	\$146.69	Pick Up	Discovery	9753
	146.69	Adjustment		
John Gaither	\$100.38	Adjustment	Late Listing	9719
Pam Bundy	\$102.48	Adjustment	Late Listing	9716
William Brickhouse	\$119.38	Adjustment	Late Listing	9714
Catherine Pate	\$10,868.64	Release	Double Listed	9730
	2,178.00	Pick Up		
	-8,690.64	Adjustment		
James Clark III	\$1,800.00	Release	Price Incorrect	9728
	1.80	Pick Up		
	-1,798.20	Adjustment		
Gregory Gibbons & Shelby Mansfield	\$230.40	Release	Farm Use	9741
	\$ 9.80	Pick Up		
	-\$220.60	Adjustment		
Gregory Gibbons & Shelby Mansfield	\$467.07	Release	Farm Use	9741
	\$ 36.49	Pick Up		

- \$430.58                      Adjustment

- **Authorization to Collect – September 2007 Renewals**

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (Sept. Ren. Due 01/01/08)

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
14,594.94	19,542.47	9,121.82	43,259.23

Witness my hand and official seal this 7<sup>th</sup> day of January, 2008.

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Tax Administrator of Camden County

- **Tax Collection Report – November 2007** in the amount of \$2,167,652.71
- **Refunds to be Issued by the Finance Office** in the amount of \$5,372.45
- **Budget Amendment – 2007-2008-BA008**

2007-08-BA008

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2008.

Section 1. To amend the Joyce Creek Drainage Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
537210-505000	FICA	\$230.00	
537210-599900	Fund Reserve		\$230.00

This will result in a decrease of \$ 0.00 in the Contingency of the General Fund. Due to an IRS ruling, the Joyce Creek Superintendent has to be considered in employee and FICA will have to be paid.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 7<sup>th</sup> day of January, 2008.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

- **Introduce & Set Public Hearing – Ordinance No. 2008-01-01** – Proposed Amendments to Chapter 151 (UDO) of the Camden County Code of Ordinances for January 22, 2008
- **Introduce & Set Public Hearing – Ordinance No. 2008-01-02** – Proposed Amendments to Chapter 151 (UDO) of the Camden County Code of Ordinances for January 22, 2008

- **Introduce & Set Public Hearing – Ordinance No. 2008-01-03** – Rezoning Application - Camden Square & Associates – UDO 2007-10-07 for January 22, 2008
- **Introduce & Set Public Hearing – Ordinance No. 2008-01-04** – An Ordinance of Camden County Prohibiting Possession and Consumption of Alcoholic Beverages on County Property for January 22, 2008
- **Set Public Meeting – Sketch Plan Approval** – *The Reserve at Wharfs Landing* – 164 Lot Major Subdivision – UDO 2007-10-08 for January 22, 2008
- **Set Public Meeting – Sketch Plan Approval** – *The Lakes at Shiloh* – 23 Lot Major Subdivision – UDO 2007-10-09 for January 22, 2008
- **Volunteer Forms** – Larry Johnson, John M. Heilig, Sr., Robert Woodrow, Fletcher Harris, William Bland Jr.
- **Set Public Hearing – FY2005 Community Development Block Grant** Program – Scattered Site Housing for January 22, 2008

- **End of Consent Agenda**

**New Business - Aerial Photography**

Planning Director Dan Porter stated that Camden and Pasquotank Counties have been approached by the North Carolina Floodplain Mapping Program to update the Camden County aerial photography in the winter and spring of 2008. The photography would be flown spring 2008, product delivered November 2008, and payment would due upon delivery. It is possible that the County already has a limited amount of 911 funds that can be used for this purpose. The estimated cost is one half of \$41,000.00.

GIS Technician Amy Durden stated she spoke with 9-1-1 Director Ed Conran and Mr. Conran informed her that there was enough 9-1-1 surplus money to cover the cost share for Pasquotank and Camden.

Commissioner Philip Faison made a motion to approve updating the Aerial Photography and to authorize the County Manager to sign a Memorandum of Agreement. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

**New Business - Application for NC 21<sup>st</sup> Century Communities**

Planning Director Dan Porter stated Camden County is planning to apply for the 21<sup>st</sup> Century Communities Program for the State Department of Commerce. The deadline for application has been extended from December 28, 2007 to January 15, 2008 in order for applicants to obtain endorsement from their local governments.

As the attachments show, this program is designed to help mobilize communities, and direct much needed financial and technical resources to North Carolina's depressed counties. Benefits of the program include technical resources to assist in strategic planning, as well as priority status for CDBG, Rural Center, and Golden Leaf foundation grants.

The obligation of selected communities includes a commitment to conduct strategic planning processes. Camden County is in a very good position to apply for this designation since the Board of Commissioners has already committed to a planning process assisted by the Division of Community Assistance. Lee Padrick with DCA is encouraging application for the 21<sup>st</sup> Century program as it would dovetail well with the DCA assistance and provide additional technical resources to enhance their efforts.

Commissioner Sandy Duckwall made a motion to authorize the County Manager to sign required documents in order to apply for the North Carolina 21<sup>st</sup> Century Communities Program. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

**New Business - Local Elected Leaders Academy – March 26, 2008 – Kitty Hawk**

No action taken.

**New Business - South Mills Fire Department –Request for Refinancing of Fire Trucks**

The South Mills Fire Commissioners would like to refinance the two (2) fire trucks on which approximately \$453,000 is owed. Several banks have been contacted. The rate is 4.15% for twelve (12) years. This will be a substantial savings with the 2001 truck remaining balance of \$256,058.12 and eighteen (18) payments still due and the other truck with a balance of \$195,714.31 principal plus \$55,498.23 interest. The loan has to be secured through the County for this rate. The yearly payment will be \$48,689.16. The present payments combined, amount to \$46,990.00.

The Fire Commissioners at the present time are Phil Faison, Ray Albertson and Michael Whitehurst.

Commissioner Melvin Jeralds made a motion to approve the South Mills Fire Department request for refinancing. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

**New Business - Contract for Services - Soil & Water Conservation Board – Diane Watts**

Commissioner Philip Faison made a motion to approve the updated Contract for Services Rendered to the Camden Soil & Water Conservation District and Camden County. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

**New Business - Board Appointment - Planning Board**

Commissioner Sandy Duckwall made a motion to appoint Bill Bland to the Planning Board. The motion failed with Commissioners Melvin Jeralds, Philip Faison, and Chairman Jeffrey Jennings voting no; Commissioner Sandy Duckwall voting aye; Commissioner Mike Andrews absent; and no Commissioner not voting.

Commissioner Philip Faison made a motion to appoint Fletcher Harris to the Planning Board to fill the unexpired term of James Burnham with a term expiring on June 30, 2009. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

Commissioner Melvin Jeralds made a motion to re-appoint Rodney Needham to the Planning Board with a term expiring June 30, 2010. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

Commissioner Philip Faison made a motion to re-appoint Calvin Leary to the Planning Board with a term expiring June 30, 2010. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

### **New Business - Board of Adjustment**

Commissioner Philip Faison made a motion to re-appoint Roger Lambertson to the Board of Adjustment with at term expiring December 31, 2010. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

Commissioner Sandy Duckwall made a motion to re-appoint William McPherson to the Board of Adjustment with at term expiring December 31, 2010. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

Commissioner Melvin Jeralds made a motion to appoint Don Lee Keaton as voting member to fill the unexpired term of Emery Upton, which expires on December 31, 2009. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

### **New Business – Albemarle Economic Development Commission (AEDC)**

Commissioner Philip Faison made a motion to appoint Keith Van Curen to the AEDC Board. The motion passed with Commissioners Melvin Jeralds, Philip Faison, and Chairman Jeffrey Jennings voting aye; Commissioner Sandy Duckwall voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

### **New Business - Lease Agreement for Firearms Range**

Following discussion, Chairman Jennings laid this matter over to January 22, 2008 in order to obtain additional information.

### **New Business - Mary Greene – Curtis Perry – Farm Use Exemption Request**

Commissioner Melvin Jeralds made a motion to approve Mary Greene and Curtis Perry's request for farm use exemption on PIN 02-8945-00-73-7539 for tax year 2007. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

### **New Business - Camden County Parks & Recreation and Camden County Schools Memorandum of Understanding**

Discussion was held regarding the following:

- *Section II. List of Facilities Governed* – change “ownership” to “legally controlled by”
- Explain *Category IV Permits – B. Privately Operated Programs* – “NOTE”
- Add section to re-address MOU annually, such as Attorney John Morrison's suggestion: “*this MOU will automatically renew unless there be 30 days prior notice of expiration, if one of the parties wishes..*”
- Explain *Section V. Allocation of Fields and Facilities, F. Athletic Camps/Clinic*: Per Tim White any non profit organization holding a camp must and will be scheduled though the Parks & Rec Dept.
- Change Board of Education Chairman signature line from Wayne White to Chris Wilson

### **New Business - Discussion of UDO Article 151.010 - Fees**

Commissioner Melvin Jeralds stated that Article 151.010 of the Camden County Unified Development Ordinance (UDO) pertains to drainage fees for major (\$6,000.00) and

minor (\$4,500.00 for five (5) acres or less) subdivisions and after review, he felt the fees are too high. Commissioner Melvin Jeralds asked if the engineer does what is required in Article 151.400, and then a private consultant is required at the cost of \$4,500.00, what work is the consultant performing, such as going on site, shoot a grade, or will the consultant sit down and look at and approve the work of the previous engineer.

Commissioner Melvin Jeralds asked for direction as to where it was cited in the UDO that the Planning Department has the discretion to refund an applicant's money after paying the \$4,400.00.

Following discussion, Chairman Jeffrey Jennings directed Planning Director Dan Porter to bring back the Article 151.010 fee schedule for the Board's review at the January 22, 2008 meeting.

#### **New Business - Discussion of UDO Article 151.230 - Subdivisions**

Commissioner Melvin Jeralds stated *Article 151.230, Item E.* pertains to Parent to Child or Child to Parent and would like the addition of grandparent to grandchildren.

Chairman Jeffrey Jennings directed the Planning Department to submit the recommended amendments to the Planning Board before the Commissioners hold a public hearing.

Commissioner Melvin Jeralds made a motion to set public hearing for amendment to Article 151.230 for Tuesday, January 22, 2008. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

#### **SOUTH CAMDEN WATER & SEWER DISTRICT BOARD OF DIRECTORS**

Chairman Jeffrey Jennings recessed the Board of Commissioners regular meeting and called the South Camden Water & Sewer District Board of Directors meeting to order at 9:26 a.m.

Member Melvin Jeralds made a motion to adjourn the South Camden Water & Sewer District Board of Directors meeting. The motion passed with Members Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Member voting no; Member Mike Andrews absent; and no Member not voting.

Chairman Jeffrey Jennings reconvened the Board of Commissioners meeting at 9:38 a.m.

#### **Commissioner's Report**

Commissioner Philip Faison reported on the resignation of the Albemarle Mental Health Executive Assistant to Charles Franklin as of January 1, 2008.

#### **County Manager's Report**

County Manager Randell Woodruff reported on the following:

- Winterizing of Jail has not been performed by Brennan. Randy Keaton issued complaints to Architect Jim Brennan; winterizing of Jail has not been performed by Brennan.
- No additional information regarding OLF. Will be attending meeting in Gates County January 7, 2008 to be held by citizen's group.
- Working on plans for annual retreat on February 14 or February 21, 2008.
- Received grant for \$4500.00 for video taping from Rural Center. Will cost county \$4500.00 plus charges from Ken Mann (\$2250.00 for his services) on-going fee for part time person working for Jesse Stallings, Practical Computing, to run on cable access channel and on website. A copy of the meeting will be put in the regional library.

#### **Closed Session**

Commissioner Philip Faison made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of consulting with the county attorney and pursuant to G.S. 143-318.11(a)(6) for the purpose of discussing personnel. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

The Commissioners entered closed session at 10:00 a.m.

Commissioner Melvin Jeralds made a motion to come out of closed session and back into regular session. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

The Commissioners re-entered regular session at 10:32 a.m.

### **Recess Board of Commissioners**

Chairman Jeffrey Jennings recessed the Board of Commissioners meeting at 10:33 a.m. in order to join the members of the Camden County Board of Education at the Camden County High School Media Room.

### **Joint Meeting with Board of Education**

The following members were present:

Chairman Jeffrey B. Jennings  
Vice Chairman Philip Faison  
Commissioners Melvin J. Jeralds, and Sandy Duckwall

Chairman Chris Wilson  
Vice Chairman Terri Faison  
Members Dan Moore, Wayne White, and Brenda Sawyer

Commissioner Mike Andrews was absent. Also present was County Manager Randell Woodruff, Clerk to the Board Ava Gurganus, Finance Officer Clarann Mansfield, Planning Director Dan Porter, Parks & Rec Director Tim White, School Superintendent Ron Melchiorre, Clerk Anita Cuthrell and various staff members and attorneys.

The following items were discussed:

- Camden Community Park
- Adequate Public Facilities Ordinance
- Memorandum of Understanding between Park & Rec and Camden County Schools – No action was taken pending presentation of final draft.
- Financial Update from County
- Highways 158 and NC 343 Condemnation Process by Philip Hornthal and Brady Wells
- Tour of High School Site

### **Closed Session**

Board of Education Chairman Chris Wilson called for a closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of consulting with the attorneys and pursuant to G.S. 143-318.11(a)(5) for the purpose of discussing land acquisition. Member Wayne White made a motion to go into closed session; seconded by Member Terri Faison.

Commissioner Philip Faison made a motion to go into closed session. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.



Commissioner Sandy Duckwall made a motion to come out of closed session. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

The Commissioners came out of closed session at 2:58 p.m.

**Adjournment to Joint Meeting**

Commissioner Melvin Jeralds made a motion to adjourn the joint meeting. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

The meeting adjourned at 2:59 p.m.

**Adjournment of Board of Commissioners Meeting**

Commissioner Melvin Jeralds made a motion to adjourn the Commissioners regular meeting. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Philip Faison, and Chairman Jeffrey Jennings voting aye; no Commissioner voting no; Commissioner Mike Andrews absent; and no Commissioner not voting.

The meeting adjourned at 3:00 p.m.

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Jeffrey B. Jennings, Chairman  
Camden County Board of Commissioners

ATTEST:

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Ava J. Gurganus  
Clerk to the Board